

Confidentiality Agreement (CA) Instructions ONLY for Investors and Prospects

If you are an agent, please complete the (Agent Only) CA located in the drop-down box beside the property of interest of either the Property Listings or Listings section. If one is not available, go to the Contact Us section, click on the Email Us link and request a Co-Broker CA and provide the Property Name.

To complete a property specific confidentiality agreement, please complete the following steps.

If you are a current registered member of The Eastwood Multi-Family Group website

1. Go to the Home page and log-in at the Member Log In box and enter your Email Address and Password
2. Once you are logged in, select the Property Listings link.
3. Identify the property by either using the Filter Criteria button, Sort Order button or going through the pages of the Property Listings section.
4. Beside the property name of interest, locate the Member Actions box and select either to Add to Property Research Room button or Submit Confidentiality Agreement button.
5. If you selected the Add to Property Research Room button, then whenever you log in to the website you can immediately review the properties you have added to your research room by selecting the Property Research link. The Property Research area will allow you to select the following actions: 1) Remove Property from Research Room, 2) Submit Confidentiality Agreement, 3) Submit Letter of Intent and 4) View Property Overview. You may also track the following information: 1)Property Name, 2) Property Status, 3) City, State, 4) Year Built, 5) Number of Units and 6) Percentage of Match to your Investor Criteria.
6. **Once the CA has been submitted, an email will be sent if you are allowed to view the restricted documents containing a password. Locate the property on the website from either the Property Listings or Listings section and select the restricted document(s) from the drop-down box and the document will download in either another tab or window. If the document does not open, either a tab or window will appear with a field to enter the password.**

If you are NOT a current registered member of The Eastwood Multi-Family Group website

1. Go to the Home page and select the Create New Account link. Complete all fields to set up your profile. Information found to be inaccurate and/or incomplete will not receive approval.
2. Log-in at the Member Log In box and enter your Email Address and Password
3. Once you are logged in, select the Property Listings link.
4. Identify the property by either using the Filter Criteria button, Sort Order button or going through the pages of the Property Listings section.
5. Beside the property name of interest, locate the Member Actions box and select either to Add to Property Research Room button or Submit Confidentiality Agreement button.
6. If you selected the Add to Property Research Room button, then whenever you log in to the website you can immediately review the properties you have added to your research room by selecting the Property Research link. The Property Research area will allow you to select the following actions: 1) Remove Property from Research Room, 2) Submit Confidentiality Agreement, 3) Submit Letter of Intent and 4) View Property Overview. You may also track the following information: 1)Property Name, 2) Property Status, 3) City, State, 4) Year Built, 5) Number of Units and 6) Percentage of Match to your Investor Criteria.
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